

Commission for Statewide Contracts to Support Employment for Individuals with Disabilities

Meeting Minutes, April 17, 2018

Members Present: Doyle Dobbins (Vice Chair), Elisha Jenkins, Director, Division for the Visually Impaired (DVI/Ex-Officio), Thomas Cook, Ability Network of Delaware, (A.N.D./Ex-Officio), Dean Stotler, Director, Government Support Services,

Present by Phone: Cynthia Fairwell, Department of Labor, Vocational Rehabilitation, (DOL/VR), Julie (Jo) Donoghue, Counsel, Delaware Attorney General's Office, (DAG/Counsel), Deloris Hayes-Arrington. Department of Finance

Members Absent: Carvella Jackson, (member)

Others Present: Kristy Trudel, Ability Network of Delaware (A.N.D), Jill Morrison, Division for the Visually Impaired (DVI), Michele Hamilton, Division for the Visually Impaired (DVI)

A quorum was determined and the meeting was called to order at 2:05 PM

Approval of Minutes:

Deloris Hayes-Arrington moved to accept the February 20, 2018, minutes as presented; Dean Stotler seconded the motion. The motion carried.

Old Business:

Update on the Orientation Information for Council Members: Julie Donoghue added additional items relevant to the Commission and updated the laws and regulations section. Commission members will receive the Orientation Manual electronically. A hard copy of the Orientation Manual will be housed at the Division for the Visually Impaired. The agenda for the next meeting will include the review and discussion of the Orientation Handbook on May 22, 2018.

New Business:

A.N.D. to present Proposal to increase pricing and days of service for the New Castle Fire Training Center: Thomas Cook presented the proposal to increase pricing and days at the New Castle Fire School and Training Center. Facilities Management has approved the request. . Dean Stotler made a motion to accept the proposal. Cynthia Fairwell seconded the motion. The motion carried accepting the proposal. Acknowledgment of the vote will be sent to Government Support Services.

Document Destruction Set- A-Side:

Thomas Cook reported that Service Source is relinquishing all document destruction sites under the set-a-side for business reasons.

Ability Network of Delaware (A.N. D.) has 3 Community Rehabilitation Providers (CRPs) that expressed interest in the document destruction set-a-side. Due to the minimum two month lead time to terminate services, Ability Network of Delaware (A.N.D.) will notify Government Support Services (GSS) by May 15, 2018, if there is not a vendor for the document destruction set-a-side. If there is not a vendor for document destruction, the Commission would need to vote to remove this from the set-a-side and to allow for the competitive process for document destruction services. A.N.D is presenting this for informational purposes only at this time. The Commission does not require any action at this time.

Price Adjustment request for DeIDOT Talley and Kiamensi Yards:

Thomas Cook presented the proposal for a price adjustment for the DELDOT Talley and Kiamensi Yards. This is an already established contract that requires a one vote meeting by the Commission. Deloris Hayes-Arrington made a motion to accept the proposal. Cynthia Fairwell seconded the motion. The motion carried accepting the proposal. Acknowledgment of the vote will be sent to Government Support Services.

Report of the Chair:

Doyle Dobbins reported two vacancies on the Commission, one (1) member and the Chair position remain. The State of Delaware's Boards and Commissions Office has been contacted regarding the vacancies. At present, the vacancies are still open. There has not been an appointment for the Chairperson.

Report of the Sub-Committees:

Regulations Sub-Committee- The Regulations Sub-Committee does not have a report at this time.

Central Non-Profit Agencies Subcommittee- Dean Stotler reported the subcommittee completed its task. Dean Stotler made a motion for approval to release the Certification Request as required by the last Sunset review. Cynthia Fairwell seconded the motion. The motion carried.

Report-Ability Network of Delaware (A.N.D)

Thomas Cook reported that as of April 2018, there are 210 temporary staffing employees assigned to the State of Delaware. The number of temporary staffing employees continues to increase since January 2018 (198). Both Goodwill and DePaul continue to participate.

Public Comment: None

Adjournment:

Meeting was adjourned by the Chair at 3:10 PM

Next meeting date Tuesday, May 22, 2018

Respectfully submitted,
Michele Hamilton
Administrative Specialist